

Special Note: The following is a summary of the Minutes taken from the Recorder's Advisory Council meeting held on Thursday, December 15, 2011 and does not necessarily provide a detailed verbatim transcription of the Minutes.

MINUTES

**RECORDER'S ADVISORY COUNCIL
THURSDAY, DECEMBER 15, 2011
9:30 A.M.**

**CLARK COUNTY GOVERNMENT CENTER
500 SOUTH GRAND CENTRAL PARKWAY
1st FLOOR, PUEBLO ROOM
LAS VEGAS, NEVADA 89155**

Members Present

Debbie Conway, Clark County Recorder
Eugene Mendiola, Clark County Assistant Recorder
Tami Miramontes, Community Title Services of Nevada
Lisa Fershin, Equity Land Title
Jon Morgan, Equity Title of Nevada
Amy Bernstein, FNTG Las Vegas Title Group
Paul Bell, GLVAR- Prudential Americana Group
Rene Espinosa, Nations Title Company of Nevada
Lisa Forbes, Nevada Title Company
Melissa McIntosh, Nevada Title Company
Brenda Durant, NexTitle
Troy Sears, NexTitle
Kimberly White, Noble Title
Kevin DiStefano, Noble Title
Jack Woodcock, Prudential Americana Group, REALTORS
Brad Berrett, Republic Services
Carolyn Paige, Republic Services
Denise Bray, Stewart Title of Nevada
Mercy Palomo, Stewart Title of Nevada
Jerry R. Smith, Tico Realty Group

Members Absent

Mona Baca-Shaw, California Hall Service
Joe McCaffery, Chicago Title Escondido
Debra Pomponio, Commerce Title Company
Tracey Keller, DHI Title
James Orate, Document Processing Solutions, Inc.
Sara Sorbello, Equity Land Title
Eric Puhl, Escrow Unlimited
JR Albrecht, First American Title Company of Nevada
Julie Skinner, First American Title Insurance Company of Nevada
Sue Naumann, GLVAR- Tsunami Properties Inc.

Keith Kelley, Kelley and Associates Real Estate
Daniel Potucek, Law Office of Daniel Potucek
Steve Dover, Lawyers' Title
Laurie Quigley, Legal Wings
Robert C. Sherratt, Mesquite Title Company
Gloria Elmen, Nevada State Bank
Cyndi Riska, Nevada State Title
Nick Nicholson, North American Title Company
Kehau Haia, Old Republic Title Company
Ellie Lumsden, Premier Realty Group
Troy Hicks, Red Rock Title & Escrow Company
Susan Hescher, Service 1st Nevada
Bill Sung, SPL Inc.
Troy Hicks, Public Member

Staff

Denise Gulia, Clark County Recorder's Office
Maurice Reid, Clark County Recorder's Office
Sheila Salehian, Clark County Recorder's Office
Susan Wohlbrandt, Clark County Recorder's Office
Maggie Tellez, Clark County Recorder's Office
Courtney Hill, Clark County Recorder's Office
Chris Chong-Wong, Clark County Recorder's Office
Billy Purcell, Clark County Recorder's Office
Shirley Stein, Clark County Recorder's Office
David Pierce, Clark County Assessor's Office

I. **Call to Order**

Debbie Conway, Clark County Recorder, called the meeting to order at approximately 09:38 AM.

II. **Introductions**

The committee members each introduced themselves and the companies they represent.

III. **New Business**

a. **Approval of September 15, 2011 Minutes**

The RAC members unanimously approved the minutes for the September 15, 2011 meeting.

b. **Update on Changes to Fee Schedule**

Debbie Conway, Clark County Recorder, announced that the Board of County Commissioners approved a fee increase for recordings in order to allocate additional funding to Nevada Legal Services so they can provide legal assistance to children around the State of Nevada. **Conway** also indicated that besides Clark County, Pershing County also approved the fee increase that was initiated by the Nevada State Legislature. Other Boards of Commissioners across the state are being asked to introduce the ordinance for action also. **Conway** also noted that the fee increase was approved and implemented on November 1st, 2011.

c. Modifications to Multi-Title Document Recordings

Eugene Mendiola, Clark County Assistant Recorder, mentioned that the Recorder's Office is modifying the treatment of the multi-title document recordings to help provide more convenience to the title companies, provided that change will also help bring more consistency to the multi-title document recordings in alignment with other counties across the state. **Mendiola** also indicated that the Recorder's Office is cooperating with Washoe County to bring more consistency to the treatment of Substitution of Trustee and Deed of Reconveyance as being a multi-title document. **Mendiola** stated that on January 3rd 2012 the Recorder's Office will be making this change.

Jon Morgan, Equity Title of Nevada, questioned if there will be a rejection of e-recordings that are not considered as multi-title documents prior to the January 3rd, 2012 change. **Mendiola** answered that the Recorder's Office is trying to notify the e-recording companies to update their document types and any multi-title documents submitted prior to January 3rd, 2012 will still be considered as multi-title documents and will be charged as such. **Mendiola** also provided that the title companies and e-recording companies will need time in order for the document types to be updated. **Morgan** also questioned if there will be any consideration on removing any repetitions of the document titles. **Mendiola** replied by saying that the Recorder's Office is always looking at the document titles for any repetitions and is always changing the document types in order to help the title companies across the state to be more consistent. **Morgan** stated that he has a concern over rejections being made over the use of document types not being used in the e-recording process. **Mendiola** provided clarification on the concern and provided a suitable document title that can be used in the e-recording process.

Denise Gulia, Clark County Recorder's Office, mentioned that the Recorder's Office will be using a previously used document type to represent the Substitution of Trustee and Deed of Reconveyance. **Gulia** also provided that the document types will be reviewed and modified to help prevent any problems that may arise.

d. Drop Offs

Eugene Mendiola, Clark County Assistant Recorder, mentioned that the times of the drop-offs and pickups will be changed from being able to record and pickup recordings at the end of the same business day. Instead the pickup time will be the next morning for the title companies.

Debbie Conway, Clark County Recorder, interjected that the County Commissioners are looking into an ordinance that will cause the banks to create a registry that will register all homes in the foreclosure process owned by the banks. The ordinance will be taken into consideration for approval by the Board of County Commissioners. **Conway** also provided that if passed, the ordinance would possibly eliminate some of the workload for the Recorder's Office. **Conway** stated that the current changes by the Feds to all mail services will be affecting the Recorder's Office receipt of delivery of documents via the USPS.

e. Technology-Related Projects

Courtney Hill, Clark County Recorder's Office, announced that the Recorder's Office will be making improvements to the recording system to better accommodate the multi-title document roll back effective January 3rd, 2012; there will also be improvements to the

recording capabilities to provide redaction and indexing. **Hill** also provided that the Recorder's Office will be rolling out a version of the recording kiosk which only provides customers with a certified copy of a marriage certificate, this is estimated to be rolled out in about a year. **Hill** stated that the Q-matic queue system will be upgraded to a newer version called Orchestra which will provide real-time customer wait times. **Hill** also stated that the digital image storage project will be rolling out to help provide a backup to all documents recorded.

Eugene Mendiola, Clark County Assistant Recorder, mentioned that Laurel Jimenez has transferred to another department and is no longer working with the Recorder's Office.

f. Workshops 2012

Eugene Mendiola, Clark County Recorder's Office, informed the council members of the non-compliance classes being offered by the Recorder's Office and stated that the classes will help title companies on any issues and/or how to spot potential errors on recordings. **Mendiola** also provided that the public records research workshops will be offered sometime in the future around May-August 2012.

g. 2011 Annual Report and 2012 Goals

Eugene Mendiola, Clark County Assistant Recorder, informed the council members of the 2011 Annual Report and 2012 Goals being available to the council members after the New Year.

IV. Miscellaneous Discussions

Georgia Brunson-Wright, Clark County Recorder's Office, provided information on the future meeting of the Nevada Department of Taxation regarding changes that will be made to the Nevada Administrative Code which will be held on December 21st, 2011. **Brunson-Wright** encouraged the members to browse through the proposed changes to the NAC and to voice any concerns at the upcoming meeting. **Brunson-Wright** also provided that the Declaration of Value forms will also be undergoing future changes as well.

V. Public Comments

VI. Next Meeting Date: Wednesday March 14, 2012, 1st Floor, Pueblo Room,
Clark County Government Center, 500 S. Grand Central Pkwy., Las Vegas, NV 89155

VII. Adjournment

The meeting was adjourned at 10:34 AM.